



PHILIP L. BROWNING
Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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August 6, 2015

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Hilda Solis
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Supervisor Don Knabe

From: Philip L. Browning
Director

**NOTICE OF INTENT TO NEGOTIATE SOLE SOURCE CONTRACTS WITH AGENCIES FOR
TRANSITIONAL SHELTER CARE SERVICES**

This is to notify the Board that the Department of Children and Family Services (DCFS) intends to commence negotiations with multiple agencies for sole source contracts within two weeks from the date of this notice, in accordance with the Board Policy Number 5.100. DCFS will seek to contract with the agencies to provide 72 Hour Transitional Shelter Care (TSC) services to specific populations and age groups of children and youth who are newly detained or experience a replacement. The County intends to contract with the agencies to secure adequate resources to care for the population currently being served at the Children's Welcome Center (CWC) and Youth Welcome Center (YWC).

In April 2015, the County and State of California Department of Social Services (CDSS) Director, Will Lightbourne, entered into a stipulated judgment in the lawsuit *Lightbourne v. County of Los Angeles*, Los Angeles Superior Court Case No. BC580223, which requires the County to provide licensed 72-hour transitional shelter care facilities for the populations of children currently served by the CWC and YWC within an abbreviated timeframe. It is anticipated that the contemplated contracts will enable the County to comply with the terms set forth in the stipulated judgment.

DCFS developed a Request for Information (RFI) for Transitional Shelter Care services and posted the RFI on both the Internal Services Department's (ISD) Purchasing and Contract Services website and the Department's web page. In addition, the RFI was emailed to:

- DCFS Group Home (GH) contractors;
- DCFS Foster Family Agencies (FFA) contractors; and
- DCFS Emergency Shelter Care (ESC) contractors.

DCFS received 19 responses to the RFI and a few phone inquiries. The agencies will be selected based on capacity and immediate availability. The agencies are non-profit human services agencies that specialize in providing services to children and youth.

DCFS requested and received the approval from CDSS to issue Procurement by Negotiation (PBN) Sole Source contracts for three years in one year increments, with an option to further renew in three-month increments.

The above stated reason complies with the "Quick action is required (emergency situation)" category as stipulated in the County's Sole Source Contracting Policy Number 5.100 in the County of Los Angeles, County Code.

For FY 2015-16, DCFS will assess the total cost and evaluate the existing budget to determine if any budget adjustment is needed.

In accordance with County policy, DCFS will begin negotiations; finalize the Statement of Work, contract terms and conditions, and implementation/transition plan within two weeks of notifying the Board. As these services are being sought in the context of litigation with the State, we anticipate that approvals will be requested in concert with discussions with County Counsel.

If you have any questions or need additional information, please call me or your staff may contact Aldo Marin, Board Liaison, at (213) 351-5530.

PLB:EM
LTI:EO:JR

c: Interim Chief Executive Officer
Acting County Counsel
Acting Executive Officer, Board of Supervisors